

APPENDIX 2: Followup Telephone Survey Guide

See the following pages for the survey instrument used in this study.

To: Juvenile Delinquency Action Planning Team Member

From: AOC / Coyote Moon Consulting, Project Evaluation Consultant

Date: August 14, 2001

Subject: Action Planning Assessment

Coyote Moon Consulting, is a court planning and community collaboration firm, owned and operated by Shelley M. Stump J. D. Our firm is the independent project evaluator described in your original conference packets.

Richard G. Smith M. A., Organizational Development Consultant is her colleague on this project.

We have been retained by The Administrative Office of the Court to evaluate the State Justice Institute grant funded project Juvenile Delinquency and the Courts: A California State Conference. We are gathering data in the form of feedback addressing the following three areas of AOC interest:

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| <ul style="list-style-type: none"><i>I. The Effectiveness of your Juvenile Delinquency Action Planning Process</i><i>II. The Implementation of your Court's Juvenile Delinquency Action Plan</i><i>III. The Barriers, Successes, and Benefits You Have Experienced</i> |
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You may respond to this survey verbally, or in writing. We will contact you, or you may contact us @ 510 233-9671, to schedule a convenient date and time during the month of September for us to speak with you. This form is provided to you as a GUIDE to help structure our pending telephone interview which we anticipate needing a maximum of 30 minutes. Please, take some time to record your thoughts in response to these questions as preparation for our communication.

Or, if you prefer, you may fax this completed form to 510-231-6966. A pre addressed return envelope is also enclosed for your convenience should you prefer to mail your response to us.

We thank each of you for your willingness to share your perspective about this important juvenile delinquency planning effort.

Sincerely,

enclosure

Shelley M. Stump J.D.

I	Effectiveness of the Conference Action Planning Process
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1. Were your expectations of the conference met?

As a team member, how often were the following four expectations met for you? Place the letter that applies.

Less ← SCALE → More

A = None of the Time **B** = Some of the Time **C** = Most of the Time **D** = All of the Time

- | | |
|--|---|
| | <i>1. Information was pertinent to my professional purpose.</i> |
| | <i>2. Time was well invested.</i> |
| | <i>3. I was part of a cohesive team.</i> |
| | <i>4. My personal motivation was increased.</i> |

2. Did your team complete development of the Action Plan at the conference?

Yes ☐

No ☐

If not, has an Action Plan been completed to date?

Yes ☐

When _____?

If not, why not?

3. Have any additional specific objectives been incorporated into the Action Plan developed at the conference?

No ☐

Yes ☐ and they are...

4. Has your team ranked its objectives by priority in the Action Plan?

NO ☐ because...

Yes ☐

Objective #1 = *Priority #* _____
Objective #2 = *Priority #* _____
Objective #3 = *Priority #* _____
Objective #4 = *Priority #* _____
Objective #5 = *Priority #* _____

5. Has your team identified specific tasks and outcome measures for each of the objectives listed in your Action Plan?

NO ☐ because...

Yes ☐

<i>Objective #1</i> _____	<i>Measure</i> = _____
<i>Objective #2</i> _____	<i>Measure</i> = _____
<i>Objective #3</i> _____	<i>Measure</i> = _____
<i>Objective #4</i> _____	<i>Measure</i> = _____
<i>Objective #5</i> _____	<i>Measure</i> = _____

6. Will the Action Plan your team created govern the way your juvenile delinquency court conducts its operations and applies its resources? In other words, is it being incorporated into your Court's overall strategic and operational planning processes?

No ☐ because...

Yes ☐ and here is why..._____

- 7a.** Please rank your fellow team members in terms of how actively they participated.

Level of Participation

#0 = None ←———— 4 ————— 5 ————— 6 —————→ #10 = High

____ *A. Judge*
____ *B. Court Administrator*
____ *C. Community Members*
____ *D. District Attorney*
____ *E. Defense Attorney*
 ____ *1. Public Defender*
 ____ *2. Private Attorney*
____ *F. Educators*

____ *G. Social Services*
 ____ *1. Department of Social Services*
 ____ *2. Mental Health Worker*
____ *H. Law Enforcement*
____ *I. Probation*
____ *J. Victims / Victims Rights Advocates*
____ *K. Other*

Comments _____

- 7b.** Please describe how you characterize your ongoing contributions to your team's planning process.

- 8.** Please describe your feelings about being a team member.

9. Do you feel that your team members' contributions were/are valued?
Check as many boxes as apply.

	No	Somewhat	Moderately	Very Much	Indispensable
A. Judge					
B. Court Administrator					
C. Community Members					
D. District Attorney					
E. Defense Attorney					
1. Public Defender					
2. Private Attorney					
F. Educators					
G. Social Services					
1. Dept. of Social Service					
2. Mental Health Worker					
H. Law Enforcement					
I. Probation					
J. Victims / Rights Advocates					
K. Others					

II Implementation of Your Juvenile Delinquency Action Plan

10. Has your team developed a process for measuring and recording their performance outcomes throughout the implementation process?

NO ☐ because... Yes ☐ and they are..._____

11. Is the / your Court’s Juvenile Delinquency Action Plan being implemented?

WHICH OBJECTIVES		HOW?			WHEN?	
					Implemented	Anticipated Completion
#1						
#2						
#3						
#4						
#5						

III	Barriers, Successes & Benefits You Have Experienced
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- **Barriers**

Physical - Procedural - Attitudinal - Real - Imagined - Timing - Other

[Not all objectives may have a barrier, success or benefit. Respond only if applicable.]

12. As part of our efforts to implement a specific objective in our Juvenile Delinquency Action Plan, we have experienced the following barrier[s]:

Objective # 1 _____

Barrier #1 _____

Barrier #2 _____

Objective # 2 _____

Barrier #1 _____

Barrier #2 _____

Objective # 3 _____

Barrier #1 _____

Barrier #2 _____

Objective # 4 _____

Barrier #1 _____

Barrier #2 _____

Objective # 5 _____

Barrier #1 _____

Barrier #2 _____

- **Successes**

Physical - Procedural - Attitudinal - Real - Imagined - Timing - Other

[Not all objectives may have a barrier, success or benefit. Respond only if applicable.]

- 13.** As part of our Court's effort to implement specific objectives described in our Action Plan, we are aware of the following success[es]:

Objective # 1 _____

Success #1 _____

Success #2 _____

Objective # 2 _____

Success #1 _____

Success #2 _____

Objective # 3 _____

Success #1 _____

Success #2 _____

Objective # 4 _____

Success #1 _____

Success #2 _____

Objective # 5 _____

Success #1 _____

Success #2 _____

- **Benefits**

Physical - Procedural - Attitudinal - Real - Imagined - Timing - Other

[Not all objectives may have a barrier, success or benefit. Respond only if applicable.]

- 14.** What benefits have you, the Court, or others experienced to date as a result of implementing your Court's Juvenile Delinquency Action Plan?

Who has benefited?	Describe the benefit.
A.	_____
B.	_____
C.	_____
D.	_____
E.	_____

- 15.** What future benefits do you reasonably anticipate will result from implementation of the Juvenile Delinquency Action Plan

Who will benefit?	Describe the anticipated benefit.
A.	_____
B.	_____
C.	_____
D.	_____
E.	_____